

Jefferson Parish Coroner's Office
Comprehensive Annual Financial Report
For the Year Ended December 31, 2007

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date

7/16/08

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INDEPENDENT AUDITORS' REPORT

Dr. Robert E. Treuting, MD
Jefferson Parish Coroner's Office
Harvey, Louisiana

We have audited the accompanying financial statements of the governmental activities of the Jefferson Parish Coroner's Office as of and for the year ended December 31, 2007, as listed in the table of contents. These financial statements are the responsibility of the Coroner's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Louisiana Governmental Audit Guide*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the governmental activities of the Jefferson Parish Coroner's Office as of December 31, 2006, and the changes in financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards* and the *Louisiana Governmental Audit Guide*, we have also issued a report dated June 30, 2007 on our considerations of the Jefferson Parish Coroner's internal control over financial reporting and on our tests of its compliance with certain laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in conjunction with this report in considering the results of our audit.

The management's discussion and analysis and budgetary comparison information on pages 2 through 8 and 25, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquires of management regarding the methods of measurement and presentation of the supplementary information. However, we did not audit the information and express no opinion on it.


June 30, 2008

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**JEFFERSON PARISH CORONER
HARVEY, LOUISIANA**

MANAGEMENT'S DISCUSSION AND ANALYSIS

Within this section of the Jefferson Parish Coroner's (the "Coroner") annual financial report, the Coroner's management is pleased to provide this narrative discussion and analysis of the financial activities of the Coroner for the year ended December 31, 2006. The Coroner's financial activities and condition are discussed and analyzed within the context of the accompanying basic financial statements and footnote disclosures following this section.

Management's Discussion and Analysis (MD&A) is a part of the Required Supplementary Information required by the Governmental Accounting Standards Board's (GASB) Statement No. 34 - *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments*, which was implemented during the year ending December 31, 2004.

Financial Highlights

- The Coroner's assets exceeded its liabilities by \$9,165,663 (net assets) as of December 31, 2007, and by \$9,296,968 as of December 31, 2006.
- Total 2007 revenues of \$4,707,650 were exceeded by total expenditures of \$4,838,955, resulting in an excess of expenditures over revenues of \$131,305. For 2006, the Coroner had a surplus of \$369,775.
- Total net assets are comprised of the following:
 - (1) Capital assets, net of related debt, of \$4,408,029, consisting of property and equipment, net of accumulated depreciation.
 - (2) Unrestricted net assets of \$4,757,634.
- The Coroner's governmental funds reported total fund balance of \$4,757,634 and \$4,823,993 for 2007 and 2006, respectively. This was primarily achieved due to increasing ad valorem tax revenue generated for several years.
- The Coroner is continuing to work to improve its financial condition.

The above financial highlights are explained in more detail in the "Financial Analysis" section to follow.

**JEFFERSON PARISH CORONER
HARVEY, LOUISIANA**

MANAGEMENT'S DISCUSSION AND ANALYSIS

Overview of the Financial Statements

This Management Discussion and Analysis section introduces the Coroner's basic financial statements. The basic financial statements include: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the basic financial statements. The Coroner also includes in this report additional information to supplement the basic financial statements. Comparative data for the prior year is only available on a limited basis.

Government-wide Financial Statements

The Coroner's annual financial report includes two government-wide financial statements. These statements provide both long-term and short-term information about the Coroner's overall financial status. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in accrual accounting.

The first of these government-wide financial statements is the *Statement of Net Assets*. This is the government-wide statement of position presenting information that includes all of the Coroner's assets and liabilities, with the difference reported as *net assets*. Over time, increases or decreases in net assets may serve as a useful indicator of whether the financial position of the Coroner as a whole is improving or deteriorating.

The other government-wide financial statement is the *Statement of Activities*, which reports how the Coroner's net assets changed during the current fiscal year. All current year revenues and expenses are included regardless of when the cash is received or paid.

The government-wide financial statements present governmental activities of the Coroner.

The government-wide financial statements are presented on pages 9 and 10 of this report.

Fund Financial Statements

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Coroner uses funds to ensure and demonstrate compliance with finance-related laws and regulations.

**JEFFERSON PARISH CORONER
HARVEY, LOUISIANA**

MANAGEMENT'S DISCUSSION AND ANALYSIS

The Coroner uses governmental funds as follows:

Governmental funds are reported in the fund financial statements and encompass the same function as governmental activities in the government-wide financial statements. However, the focus is very different with fund financial statements providing a distinctive view of the Coroner's governmental funds, including object classifications. These statements report short-term fiscal accountability focusing on the use of spendable resources for the near-term.

Since the government-wide focus includes the long-term view, comparisons between the two perspectives may provide insight into the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund operating statement provide a reconciliation to assist in understanding the differences between these two perspectives.

The Coroner has only one governmental fund which is the general fund and the basic governmental fund financial statements are presented on pages 11 and 13 of this report.

Notes to the basic financial statements

The accompanying notes to the basic financial statements provide information essential to a full understanding of the government-wide and fund financial statements. The notes begin on page 15 of this report.

Other information

In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information concerning the Coroner's budget presentations. Budgetary comparison statements are included as "Required Supplementary Information" for the general fund. This schedule demonstrates compliance with the Coroner's adopted and final revised budget. This Required Supplementary Information schedule can be found on page 25 of this report.

**JEFFERSON PARISH CORONER
HARVEY, LOUISIANA**

MANAGEMENT'S DISCUSSION AND ANALYSIS

Financial Analysis of the Coroner as a Whole

The Coroner's net assets were \$9,165,663 and \$9,296,968 as of December 31, 2007 and 2006, respectively. The following table provides a summary of the Coroner's net assets:

	<u>2007</u>	<u>Percentage</u>	<u>2006</u>	<u>Percentage</u>
Assets:				
Current assets	\$5,521,926	55%	\$5,549,439	55%
Capital assets, net of accumulated depreciation	<u>4,409,379</u>	<u>45%</u>	<u>4,491,108</u>	<u>45%</u>
Total assets	<u>\$9,931,305</u>		<u>\$10,040,547</u>	
Liabilities:				
Current liabilities	\$ 764,292	99%	\$ 742,229	99%
Long-term liabilities	<u>1,350</u>	<u>1%</u>	<u>1,350</u>	<u>1%</u>
Total liabilities	<u>\$ 765,642</u>		<u>\$ 743,579</u>	
Net assets:				
Investment in capital assets, net of related debt	\$4,408,029		\$4,472,975	
Unreserved	<u>4,757,634</u>		<u>4,823,993</u>	
Total net assets	<u>\$9,165,663</u>		<u>\$9,296,968</u>	

The following table provides a summary of the Coroner's changes in net assets for the years ended December 31, 2007 and 2006.

	<u>2007</u>	<u>Percentage</u>	<u>2006</u>	<u>Percentage</u>
Revenues:				
Program:				
Charges for services	\$ 564,925	12%	\$ 461,318	10%
Operating grants and contributions	<u>69,734</u>	<u>1%</u>	<u>486,603</u>	<u>10%</u>
Total program revenues	634,659	13%	947,921	20%
General:				
Ad valorem taxes	3,765,496	80%	3,505,814	74%
State revenue sharing	122,024	3%	120,745	2%
Other	<u>185,471</u>	<u>4%</u>	<u>165,873</u>	<u>4%</u>
Total general revenues	4,072,991	87%	3,792,432	80%

**JEFFERSON PARISH CORONER
HARVEY, LOUISIANA**

MANAGEMENT'S DISCUSSION AND ANALYSIS

	<u>2007</u>	<u>Percentage</u>	<u>2006</u>	<u>Percentage</u>
Program expenses:				
Health and welfare	<u>\$4,838,955</u>	<u>103%</u>	<u>\$4,370,578</u>	<u>92%</u>
Changes in net assets	\$ (131,305)	<u>(3)%</u>	\$ 369,775	<u>8%</u>
Beginning net assets	<u>\$9,296,968</u>		<u>\$8,927,193</u>	
Ending net assets	<u>\$9,165,663</u>		<u>\$9,296,968</u>	

The decrease in revenues from prior year of \$33,000 was primarily due to the increases in ad valorem taxes and the fact that the Coroner had to pay back \$255,000 in Federal grants.

Total expenditures increased \$468,000 from prior year primarily due to increases in the cost of provided DNA services and other grant related expenses.

Governmental Revenues

The Coroner is heavily reliant on the ad valorem tax revenue to support its operations which provided \$3,765,496 or 80% of the Coroner's total revenues. Charges for services accounted for \$564,925 or 12% of revenues. Program revenues did not cover governmental expenses for the year ended December 31, 2007.

Governmental Functional Expenses

The function of the Coroner's office is health and welfare activities.

Health and Welfare expenditures in total increased \$468,000 mainly due to increases in the costs associated with providing DNA services and other grant related expenses.

**JEFFERSON PARISH CORONER
HARVEY, LOUISIANA**

MANAGEMENT'S DISCUSSION AND ANALYSIS

Financial Analysis of the Coroner's Funds

Governmental Fund

As discussed, governmental funds are reported in the fund statements with a short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison with upcoming financing requirements. The General Fund is the Coroner's only fund and reported an ending unreserved fund balance of \$4,757,634 at December 31, 2007.

The unreserved fund balance decreased by \$66,359 from the previous year.

Budgetary Highlights

The General Fund - When the original budget was adopted, it was anticipated that the total revenues were going to decrease by \$238,000 over 2006. The final budget reflected a \$420,000 increase in revenues, primarily due to an estimated increase in grants and tax revenues of \$553,000. Actual revenues were less than the final budgeted revenues by \$59,000. Actual expenditures were \$92,000 more than the final budgeted amount.

Capital Assets

The Coroner's investment in capital assets, net of accumulated depreciation, as of December 31, 2007 was \$4,409,379. There was an decrease of \$82,000 in capital assets. See Note G for additional information about changes in capital assets during the fiscal year and the balance at the end of the year. The following table (in thousands) provides a summary of capital assets.

	Capital Assets	
	<u>Governmental Activities</u>	
	<u>2007</u>	<u>2006</u>
Depreciable assets:		
Building and improvements	\$ 5,448	\$ 5,448
Land	168	168
Transportation equipment	40	54
Equipment and fixtures	<u>1,565</u>	<u>1,486</u>
Total depreciable assets	7,261	7,156
Less accumulated depreciation	<u>2,852</u>	<u>2,665</u>
Book value - depreciable assets	<u>\$ 4,409</u>	<u>\$ 4,491</u>
Percentage depreciated	<u>39%</u>	<u>37%</u>

**JEFFERSON PARISH CORONER
HARVEY, LOUISIANA**

MANAGEMENT'S DISCUSSION AND ANALYSIS

At December 31, 2007, the depreciable capital assets for governmental activities were 39% depreciated. The book value is at 61% of the original cost. During the year ended December 31, 2007, the Coroner wrote off \$32,913 of cost basis capital assets with a net book value of zero that had previously been disposed of.

Contacting the Coroner's Financial Management

This financial report is designed to provide a general overview of the Coroner's finances, comply with finance-related laws and regulations, and demonstrate the Coroner's commitment to public accountability. If you have questions about this report or would like to request additional information, contact the Coroner's office, Dr. Robert E. Treuting, MD, Jefferson Parish Forensic Center, 2018 8th Street, Harvey, Louisiana, 70058 at 504-365-9100.

**JEFFERSON PARISH CORONER'S OFFICE
STATEMENT OF NET ASSETS
DECEMBER 31, 2007**

ASSETS

Cash and cash equivalents	\$ 1,228,736
Accounts receivable	4,178,547
Prepaid insurance	40,943
Capital assets - net of accumulated depreciation	<u>4,409,379</u>
	9,857,605

LIABILITIES

Accounts payable and accrued expenses	709,917
Accrued salaries and benefit expenses	54,375
Long-term liabilities	
Due within one year	1,350
Due after one year	<u>-</u>
	765,642

NET ASSETS

Invested in capital assets - net of related debt	4,408,029
Unrestricted assets	<u>4,683,934</u>
Total Net Assets	<u><u>\$ 9,091,963</u></u>

The accompanying notes are an integral part of this statement.

**JEFFERSON PARISH CORONER'S OFFICE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2007**

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Assets Governmental Unit
		Charges for Services	Operating Grants and Contributions	
Governmental activities:				
Health and welfare	\$ 4,865,699	\$ 517,969	\$ 69,734	\$ (4,277,996)
Total Governmental activities	4,865,699	517,969	69,734	(4,277,996)
GENERAL REVENUES				
		Ad valorem taxes		3,765,496
		Intergovernmental revenues:		
		State revenue sharing		122,024
		Court fines		41,391
		Interest income		144,080
		Total general revenues		4,072,991
		Changes in net assets		(205,005)
		Net assets - beginning of year		9,296,968
		Net assets - end of year		\$ 9,091,963

The accompanying notes are an integral part of this statement.

**JEFFERSON PARISH CORONER'S OFFICE
BALANCE SHEET - GENERAL FUND
DECEMBER 31, 2007**

ASSETS

Cash and cash equivalents	\$ 1,228,736
Accounts receivable, net of allowance \$324,568	4,178,547
Prepaid insurance	<u>40,943</u>
TOTAL ASSETS	<u>\$ 5,448,226</u>

LIABILITIES AND FUND EQUITY

Liabilities

Accounts payable and accrued expenses	\$ 709,917
Accrued salaries and benefit expenses	<u>54,375</u>
Total liabilities	764,292

Fund equity

Fund balance-unreserved	<u>4,683,934</u>
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TOTAL LIABILITIES AND FUND EQUITY	<u>\$ 5,448,226</u>
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The accompanying notes are an integral part of this statement.

**JEFFERSON PARISH CORONER'S OFFICE
RECONCILIATION OF THE GOVERNMENTAL FUND BALANCE SHEET
TO THE STATEMENT OF NET ASSETS
DECEMBER 31, 2007**

Fund balances - total governmental funds		\$ 4,683,934
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds		
Governmental capital assets	\$ 7,261,347	
Less accumulated depreciation	<u>(2,851,968)</u>	4,409,379
Long-term lease obligations are not due and payable in the current period and therefore are not reported in the funds		<u>(1,350)</u>
Net assets of governmental activities		<u><u>\$ 9,091,963</u></u>

The accompanying notes are an integral part of this statement.

**JEFFERSON PARISH CORONER'S OFFICE
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE-GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2007**

REVENUES

Ad valorem taxes	\$ 3,765,496
Intergovernmental - State revenue sharing	122,024
Charges for service	517,969
Grants and agreements	69,734
Interest income	144,080
Court fines	41,391
Total revenues	<u>4,660,694</u>

EXPENDITURES

Salaries and benefits	1,996,631
Insurance	693,912
Contract services	455,503
Deductions from ad valorem	4,066
Legal and professional fees	97,071
Automobiles expenses	119,212
Morgue supplies	41,980
Autopsies and laboratory testing	201,108
DNA testing	27,624
Dental, xray and anthropology	3,599
Grants	351,931
Computer expenses	42,167
Miscellaneous	2,713
Office expenses	78,317
Repairs and maintenance	323,228
Seminars and training	27,969
Communications	114,026
Utilities	63,532
Capital expenditures	
Capital outlay	138,299
Lease principal	16,783
Lease interest	1,082
Total expenditures	<u>4,800,753</u>

**EXCESS (DEFICIENCY) OF REVENUES
OVER EXPENDITURES**

(140,059)

Fund balance - beginning of year

4,823,993

Fund balance - end of year

\$ 4,683,934

The accompanying notes are an integral part of this statement.

**JEFFERSON PARISH CORONER'S OFFICE
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE OF GOVERNMENTAL FUND TO
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2007**

Net changes in fund balance - Total governmental fund	\$ (140,059)
Amounts reported for governmental activities in the statement of net assets are different because:	
Governmental funds report capital outlays as expenditures. In the statement of activities, the costs of those assets are allocated over the estimated useful lives as depreciation expense. This is the amount of capital expenditures over depreciation and loss on asset disposal.	(81,729)
Repayment of long-term capital lease obligations are reported as expenditures in the governmental funds but the payment reduces long-term liabilities in the statement of net assets.	16,783
	<hr/>
Changes in net assets of governmental activities	<u><u>\$ (205,005)</u></u>

The accompanying notes are an integral part of this statement.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Formation and Operations

As provided by Chapter 3 of Title 33 of the Louisiana Revised Statutes of 1950, the voters of Jefferson Parish elect the Jefferson Parish Coroner for a four-year term. The Coroner investigates all deaths, performs autopsies, furnishes death certificates, and examines other cases for other crimes under police investigation.

Reporting Entity

The basic financial statements of the Coroner include the general fund and activities that are within the oversight responsibility of the Coroner as an independently elected parish official. As an independently elected parish official, the Coroner is solely responsible for the operations of his office and, accordingly, is a separate governmental reporting entity. Certain units of local government, over which the Coroner exercises no oversight responsibility such as the parish council, parish school board, other independently elected parish officials, and municipalities within the Parish, are excluded from the accompanying basic financial statements. These units of government are considered separate reporting entities and issue financial statements separate from those of the Coroner.

Basis of Presentation and Accounting

The accompanying basic financial statements of the City Court of the Jefferson Parish Coroner have been prepared in conformity with governmental accounting principles generally accepted in the United States of America. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The accompanying basic financial statements have been prepared in conformity with GASB Statement 34, *Basic Financial Statements-and Management's Discussion and Analysis—for State and Local Governments*, issued in June 1999.

Government-Wide Statements

The statement of net assets and the statement of activity display information about the Coroner. The Coroner's activities are financed through taxes, intergovernmental revenues, service fees and other non exchange transactions. The governmental-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the Coroner gives (or receives) value without directly receiving (or giving) equal value in exchange, and are recorded in the year assessed.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

The statement of activities presents a comparison between direct expenses and program revenues for the activities of the Coroner. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues consist of charges for services, which are revenue from exchanges or exchange like transactions with external parties that purchase, use or directly benefit from the program's goods, services, or privileges. Program revenues also consist of operating grants and contributions which are resources restricted for operating purposes of a program. These include grants and contributions with restriction that permit the resources to be used for a program's operating of capital needs at the recipient government's discretion. Other items not properly included among program revenues are reported instead as general revenues.

Assets used in operation with an initial useful life that extends beyond one year are capitalized. Equipment, furniture and fixtures, leasehold improvements, and buildings are depreciated over their estimated useful lives. Depreciation is not calculated on land, land improvements or construction in progress. Accumulated depreciation is recorded at net of depreciable assets in the statement of net assets.

The financial statements of the Coroner have been prepared in conformity with accounting principles generally accepted in the United States of America as applied to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles.

Measurement focus

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within thirty-one days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Those revenues susceptible to accrual are ad valorem taxes, state revenue sharing, interest income and fees charged for autopsies, death certificates and criminal investigations. Grants associated with the current fiscal period are all considered susceptible to accrual and have been recognized as revenues of the current fiscal period. All other revenue items are considered measurable and available when the Coroner receives cash.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

Financial statement presentation

The Coroner uses funds to report on its financial position and the result of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities. A fund has a self-balancing set of accounts.

Funds of the Coroner are classified as governmental funds. Governmental funds account for the Coroner's general activities, including the collection and disbursement of specific or legally restricted monies. The only fund in 2007 for the Coroner was the General Fund which is the operating fund. The General Fund accounted for all of the financial resources.

Use of Estimates in the Preparation of Financial Statements

The preparation of the Coroner's financial statements, in conformity with accounting principles generally accepted in the United States of America, requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Adjustments to the reported amounts of assets and liabilities may be necessary in the future to the extent that future estimates or actual results are different from the estimates used in the 2007 financial statements.

Budget and Budgetary Accounting

Formal budgetary accounting is employed as a management control device during the year for the general fund. The budget is adopted for the general fund on a basis consistent with generally accepted accounting principles (GAAP). All appropriations, which are not expended, lapse at year-end.

Encumbrances

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the Coroner.

Cash and Cash Equivalents

Cash includes amounts in demand deposits and certificates of deposits, if any. For presentation in the financial statement, investments with an original maturity of three months or less at the time they are purchased by the Coroner are considered to be cash equivalents.

Louisiana revised statutes authorize the Coroner to invest in (1) United States bonds, treasury notes or certificates, or time certificates of deposit of state banks organized under the laws of Louisiana and national banks having their principal offices in the State of Louisiana, an investment as stipulated in LSA-RS 39:1271, or any other federally insured investments, or (2) in mutual or trust fund institutions, which are registered with the Securities and Exchange Commission under the Securities Act of 1933 and the Investment Act of 1940, and which have underlying investments consisting solely of and limited to securities of the U.S. Government or its agencies.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

Fixed Assets

Fixed assets are recorded as expenditures in the general fund at the time of purchase, and the related assets are capitalized. All purchased fixed assets are valued at cost where historical records are available and at estimated historical cost where no historical records exist. Donated fixed assets, if any are valued at their estimated fair market value on the date received. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Assets over \$500 are capitalized.

Depreciation is computed using the double-declining balance and straight-line methods over the following estimated lives:

<u>Asset Class</u>	<u>Estimated Useful Lives</u>
Buildings	40 years
Leased vehicles	5 years
Furniture and equipment	7 years

Prepaid Expenses

Prepaid expenses record payments to vendors that benefit future reporting periods. As of December 31, 2007, prepaid expenses represent the unused portion of insurance policies in effect at the balance sheet date.

Allowance for Uncollectible Receivables

The Coroner's primary revenue source, ad valorem taxes, become delinquent if not paid by March 1 following the year of assessment. Unpaid taxes attach as an enforceable lien on property. The Coroner has determined, based on prior historical information, that current collections are approximately 8% of the tax levy. At December 31, 2007, the amount of uncollectible receivables was \$324,568.

Ad Valorem Taxes

Ad valorem taxes are normally levied in November and billed in December. These taxes are due in January of the following year. Any unpaid taxes are collected in connection with an auction held in May. The Sheriff's department bills and collects the Coroner's ad valorem taxes. Ad valorem taxes are levied based on property values determined by the Jefferson Parish Assessor (a separate entity).

Fund Equity

Reserves represent those portions of fund equity not appropriable for expenditures or legally segregated for a specific use.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES, (continued)

Pension Plan, Vacation, and Sick Leave Policies

The Coroner contributes to a pension plan for its full-time employees (Note I). Employees of the Coroner's Office earn thirty-five days of vacation and sick leave each year. Vacation and sick leave must be taken in the year earned. Upon termination of employment, all unused vacation and sick leave is forfeited, therefore no liability has been recorded at December 31, 2007.

NOTE B – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budget

In accordance with the Louisiana Local Government Budget Act, the procedures used by the Coroner in establishing the budgetary data reflected in the financial statements include public notices of the proposed budget, public inspections, and public hearings. The Coroner then legally adopts the budget.

The accompanying combined statement of revenues, expenditures, and changes in fund balance – actual and budget (GAAP basis) present comparisons of the legally adopted budget with actual data.

NOTE C – CASH AND CASH EQUIVALENTS

At December 31, 2007, the carrying amount of the Coroner's deposits was \$1,228,736 and the bank balance was \$1,277,221. These deposits are stated at cost, which approximates market. Under state law, these deposits (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. These deposits are secured from risk by \$200,000 in federal deposit insurance and \$1,411,074 of pledged securities held by the custodial bank in the name of the fiscal agent bank (GASB Category 3). The Coroner has no custodial credit risk policy.

NOTE D – RECEIVABLES

Receivables at December 31, 2007 were comprised of the following:

Ad valorem taxes	\$3,749,790
State revenue sharing	122,025
Intergovernmental	198,266
Other	182,166
	<hr/>
	\$4,178,547

NOTE E – AD VALOREM TAXES

The Coroner's Office was authorized and has levied a .56 mill ad valorem tax. Starting in 1990, an additional ad valorem tax of one mill was authorized to extend for a period of ten years, for the purpose of acquiring, constructing, improving, providing, maintaining or operating forensic medical facilities. Accordingly, the Coroner's Office was authorized and has levied a 1.56 mill ad valorem tax for 1990 and subsequent years. This additional millage was renewed in 2000 for an additional 10 years.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE F – CHANGES IN FIXED ASSETS

The following is a summary of changes in capital assets for the year ended December 31, 2007:

Cost	Balance 1/1/2007	Additions	Deletions	Balance 12/31/2007
Buildings & Improvements	\$ 5,447,301	\$ 40,224	\$ -	\$ 5,487,525
Land	168,280	-	-	168,280
Leased Vehicles	54,112	19,045	(32,913)	40,244
Furniture & Equipment	1,486,268	79,030	-	1,565,298
	7,155,961	138,299	(32,913)	7,261,347
Accumulated Depreciation	2,664,853	220,028	(32,913)	2,851,968
Net capital assets	<u>\$ 4,491,108</u>			<u>\$ 4,409,379</u>

Depreciation expense for the year ended December 31, 2007 was \$220,028.

NOTE G – CAPITAL LEASE OBLIGATION

The Coroner's Office recorded the following capital leases for lab equipment as an asset and an obligation in the accompanying general purpose financial statements. For the year ended December 31, 2006 principal payments were \$16,783 and interest expense was \$1,082. The following is a schedule of minimum lease payments required under the capital lease as of December 31, 2007:

Year ending December 31:	Amount
2008	\$ 1,359
Total lease payments	1,359
Less: interest	(9)
Present value of net minimum lease payments	<u>\$ 1,350</u>

NOTE H – OPERATING LEASES

The Coroner's Office leases automobiles under operating leases that require monthly rental payments of \$6,960. Office equipment is leased for \$570 per month with a lease term of three years expiring in July 2008. During 2005, The Coroner entered into a non-cancelable five year lease for office equipment with a monthly payment of \$695. Total lease payments made for the year were \$99,327.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE I – PENSION PLAN

Substantially all employees of the Coroner's Office are members of the Parochial Employees Retirement System of Louisiana (System), a multiple-employer (cost sharing), public employee retirement system (PERS), controlled and administered by a separate board of trustees. The system is composed of two distinct plans, Plan A and Plan B, with separate assets and benefit provisions. All participating employees of the Coroner are members of Plan A.

All permanent employees working at least 28 hours per week whom are paid wholly or in part from parish funds and all elected parish officials are eligible to participate in the System. Employees who retire at or after age 60 with at least 10 years of creditable service, at or after age 55 with at least 25 years of creditable service, or at any age with at least 30 years of creditable service are entitled to retirement benefits, payable monthly for life, equal to 3 percent of their final-average salary for each year of creditable service. However, for those employees who were members of the supplemental plan only before January 1, 1980, the benefit is equal to one percent of final average salary plus \$24 for each year of supplemental plan for service earned before January 1, 1980. Final average salary is the employee's average salary over the 36 consecutive or joined months that produce the highest average.

Employees who terminate with at least the amount of creditable service stated above and do not withdraw their employee contributions may retire at the ages specified above and receive the benefit accrued to their date of termination. The System also provides death and disability benefits. Benefits are established by state statute. The payroll for employees of the Coroner was \$1,702,268 and payroll covered by the System was \$1,592,985 for the year ended December 31, 2007.

In addition to certain dedicated taxes that are remitted to the System, (which constitute major funding of the System) covered employees are required by state statute to contribute 9.50% of gross salary of which the Coroner contributes on behalf of the employee. Additionally, the Coroner adds an 11.75% contribution as an employer's match. The combined contributions for the years ended December 31, 2007, 2006, and 2005 made by the Coroner were \$381,524, \$345,839, and \$321,684, respectively.

The System issues an annual publicly available financial report that includes financial statements and required supplementary information for the System. That report may be obtained by writing to the Parochial Employees' Retirement System, 5420 Corporate Boulevard, Suite 103, Baton Rouge, Louisiana 70808 or by calling (225) 928-1361. The Coroner does not guarantee the benefits granted by the System.

NOTE J - CONTINGENT LIABILITIES

At December 31, 2007, there were no pending or threatened claims, which, in the opinion of the Coroner's legal advisors, would have a material adverse effect on the financial statements, should such claims be settled in favor of the plaintiffs.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE K – INTERGOVERNMENTAL AGREEMENTS

The Parish of Jefferson and the Coroner verbally agreed for the Parish of Jefferson to provide payroll services for the Coroner's office. The Coroner is charged a flat fee for each employee on a monthly basis.

The Coroner in a cooperative agreement with the Jefferson Parish Sheriff's office and the Jefferson Parish District Attorney's office provides forensic testing services. This agreement renews annually unless written notice is provided within 60 days of expiration.

Effective April 2006, the Coroner entered into an agreement with the Louisiana State Police Crime Laboratory and the Department of Public Safety and Corrections, to provide DNA analysis of Backlog Cases and for renovation of the DNA unit in addition to purchase of equipment to enhance capacity to perform the above analysis. The agreement was made in conjunction with the Coroner receiving a federal grant under the Department of Justice 2005 Forensic Casework DNA Backlog Reduction Program Grant Announcement (see NOTE L) and expires on June 30, 2008.

Effective April 2006, the Coroner entered into an agreement with the Louisiana State Police Crime Laboratory and the Department of Public Safety and Corrections to enhance the capacity of the Jefferson Parish Regional DNA Laboratory to perform DNA analysis. The agreement is the result of the Coroner receiving a federal grant under the Department of Justice 2005 Forensic DNA Capacity Enhancement Program (see NOTE L) and expires on June 30, 2008.

NOTE L – FEDERAL AND STATE GRANTS

In the normal course of operations, the Coroner received grant funds from various federal and state agencies. The grant programs are subject to audit by agents of the granting authorities the purpose of which is to ensure compliance with conditions precedent to granting the funds. Any liability for reimbursement which may arise as the result of these audits is not believed to be material. During the year ended December 31, 2007, the Coroner was forced to return \$30,000 in grant funding related to the U.S. Department of Justice Forensic DNA Capacity Enhancement Program Grant, and \$225,000 in grant funding related to the U.S. Department of Justice Forensic Casework DNA Backlog Reduction Program due to a misunderstanding with the State of Louisiana in regards to the way the grant funds were to be disbursed to the Coroner. The Coroner has recorded the return of grant funding as a reduction to grant income in the current year.

NOTE M – RISK MANAGEMENT

The Coroner is exposed to various risks of loss related to limited torts; theft of, damage to and destruction of assets; errors and omissions and natural disasters for which the Coroner carries commercial insurance. There have been no significant reductions in coverage from the prior year and settlements have not exceeded coverage in the current year.

JEFFERSON PARISH CORONER'S OFFICE

NOTES TO FINANCIAL STATEMENTS

NOTE N - HEALTH CARE COVERAGE

During the year ended December 31, 2007, employees of the Coroner were covered by the Coroner's medical self-insurance plan. Medical insurance expense, including premiums and claims paid, for the year ended December 31, 2007 was \$540,826. Unpaid claims including those incurred but not recorded as of December 31, 2007 were \$213,055. Claims were paid by a third party administrator acting on behalf of the Coroner under an annual administrative contract. The Coroner was protected against unanticipated catastrophic individual or aggregate loss by stop-loss coverage through an insurance carrier. Stop loss coverage was in effect for an individual deductible of \$30,000 reimbursed at 100%.

Balance 01/01/2007	\$ 179,902
Claim incurred	514,081
Claims paid	<u>480,928</u>
Balance 12/31/2006	<u>\$ 213,055</u>

SUPPLEMENTAL INFORMATION

JEFFERSON PARISH CORONER'S OFFICE
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE-GENERAL FUND-BUDGET AND ACTUAL
FOR THE YEAR ENDED DECEMBER 31, 2007

	Original Budget	Final Budget	Actual	Variance Favorable (Unfavorable)
REVENUES				
Ad valorem taxes	\$ 3,322,000	\$ 3,745,000	\$ 3,765,496	\$ 20,496
Intergovernmental - State revenue sharing	120,000	120,000	122,024	2,024
Charges for service	400,000	485,000	517,969	32,969
Grants and agreements	105,000	235,000	69,734	(165,266)
Interest income	115,000	144,000	144,080	80
Court fines	46,000	38,000	41,391	3,391
Total revenues	4,108,000	4,767,000	4,660,694	(106,306)
EXPENDITURES				
Salaries and benefits	1,930,000	1,995,000	1,996,631	(1,631)
Insurance	649,688	626,000	693,912	(67,912)
Contract services	488,000	461,000	455,503	5,497
Deductions from ad valorem	8,500	8,500	4,066	4,434
Legal and professional fees	90,000	98,000	97,071	929
Automobiles expenses	130,800	170,000	119,212	50,788
Morgue supplies	45,000	45,000	41,980	3,020
Autopsies and laboratory testing	176,513	341,000	201,108	139,892
DNA testing	30,000	-	27,624	(27,624)
Dental, xray and anthropology	5,000	5,000	3,599	1,401
Grants	35,000	35,000	351,931	(316,931)
Computer expenses	67,000	88,000	42,167	45,833
Miscellaneous	10,000	10,000	2,713	7,287
Office expenses	62,500	70,000	78,317	(8,317)
Repairs and maintenance	139,307	490,000	323,228	166,772
Seminars and training	40,000	33,000	27,969	5,031
Communications	110,000	115,000	114,026	974
Utilities	65,000	65,000	63,532	1,468
Capital expenditures				
Capital outlay	5,000	9,000	138,299	(129,299)
Lease principal	16,296	18,000	16,783	1,217
Lease interest	-	-	1,082	(1,082)
Total expenditures	4,103,604	4,682,500	4,800,753	(118,253)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES				
	4,396	84,500	(140,059)	(224,559)
Fund balance - beginning of year	4,823,993	4,823,993	4,823,993	-
Fund balance - end of year	<u>\$ 4,828,389</u>	<u>\$ 4,908,493</u>	<u>\$ 4,683,934</u>	<u>\$ (224,559)</u>

See independent auditors' report.

OTHER INDEPENDENT AUDITORS' REPORTS



Certified Public Accountants

Brent A. Silva, CPA
Kenneth J. Abney, CPA, MS Acct-Tax

Craig A. Silva, CPA
Thomas A. Gurtner, CPA

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND ON INTERNAL
CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT
AUDITING STANDARDS**

Dr. Robert E. Treuting, MD
Jefferson Parish Coroner's Office
Harvey, Louisiana

We have audited the financial statements of the Jefferson Parish Coroner's Office as of and for the year ended December 31, 2007, and have issued our report thereon dated June 30, 2008. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the *Louisiana Governmental Audit Guide*.

Compliance

As part of obtaining reasonable assurance about whether the Jefferson Parish Coroner's office basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grants, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Jefferson Parish Coroner's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Coroner's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Coroner's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

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A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

This report is intended solely for the information of the Jefferson Parish Coroner's Office, management, and the Legislative Auditor of the State of Louisiana, and is not intended to be and should not be used by anyone other than these specified parties.

Silva & Associates, LLC

June 30, 2008

JEFFERSON PARISH CORONER'S OFFICE
SCHEDULE OF CURRENT YEAR FINDINGS, RECOMMENDATIONS AND CORRECTIVE ACTION PLAN
FOR THE YEAR ENDED DECEMBER 31, 2007

<u>Ref No.</u>	<u>Description of Finding</u>	<u>Recommendation</u>	<u>Corrective Action Taken</u>	<u>Corrective Action Planned</u>	<u>Contact Person</u>	<u>Anticipated Completion Date</u>
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Section I. Internal Control and Compliance Material to Financial Statements:

None for the year ended December 31, 2007

Section II. Management Letter

None for the year ended December 31, 2007

**JEFFERSON PARISH CORONER'S OFFICE
SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED DECEMBER 31, 2007**

<u>Ref. No.</u>	<u>Fiscal Year Finding Initially Occurred</u>	<u>Description</u>	<u>Corrective Action Taken (Yes, No, Partially)</u>	<u>Corrective Action Taken</u>
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Section I - Internal Control and Compliance Material to the Financial Statements:

None for the year ended December 31, 2006

Section II. Management Letter

None for the year ended December 31, 2006